

**FORMATION REQUEST FORM  
FOR COMMUNITY FACILITIES DISTRICT FORMATION  
FOR COMMERCIAL/INDUSTRIAL/ MULTI-FAMILY  
FEATURE MAINTENANCE**

**CITY OF FRESNO PUBLIC WORKS DEPARTMENT**

Date: \_\_\_\_\_

As a representative of the owner of at least 10% of the land within the below referenced subdivision, I am hereby requesting annexation into a City of Fresno Community Facilities District for the purposes of maintenance and replacement of the features specified below.

APPLICANT COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CONTACT: \_\_\_\_\_

CITY: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

EMAIL: \_\_\_\_\_

OWNER COMPANY NAME: \_\_\_\_\_

AUTHORIZED SIGNATORY: \_\_\_\_\_ TITLE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE : \_\_\_\_\_ FAX: \_\_\_\_\_

EMAIL: \_\_\_\_\_

SITE PLAN NUMBER: \_\_\_\_\_

C.U.P. NUMBER: \_\_\_\_\_

FINAL TRACT MAP NO. \_\_\_\_\_

FINAL PARCEL MAP NO. \_\_\_\_\_

OTHER: \_\_\_\_\_

**ALL ITEMS LISTED BELOW MUST BE SUBMITTED WITH THE REQUEST FOR ANNEXATION.**

- ☐ Engineer's quantified estimate of listed items to be included for maintenance (including the items below.) Additional refined information may be required.
- ☐ Total Area of Taxable Lots.
- ☐ Two copies of the approved Site Plan and /or C.U.P. **One must have all features to be maintained identified and located**
- ☐ Complete plans for all features to be included for maintenance (ie. landscaping, stamped concrete, sound walls, etc.)
- ☐ \$5,000.00 Formation Fee

Contact Joe Paff for specific data requirements at 559-621-8695.

## FEATURES MAINTAINED BY COMMUNITY FACILITIES DISTRICT

This district shall not provide maintenance services for features located outside of City street easements with the following exceptions:

- Trail Easements for some City required public trails.
- Landscaping Easements located between required sound walls and adjacent City streets

The improvements eligible for the District consist of:

- Landscaping and irrigation systems
- Street trees
- Median island hardscaping
- Minor City street sidewalks, curbs and gutters, curbs, valley gutters, street paving, street signage and street lights.
- Official City trails designated by the City General Plan
- Trail amenities consisting of benches, drinking fountains, trash receptacles, bollards, signage and required fencing and low voltage lighting.

The District will not provide maintenance for internal features located in easements, outlots, open spaces, parks and private trails except as provided above.

The District will not provide maintenance for driveway approaches.

### ***I am requesting the following items to be included in the CFD:***

- ☐ Median Island Landscaping and Hardscaping
- ☐ Street Trees
- ☐ Minor Street: Curbs and Gutters, Sidewalks, Valley Gutters, Signage, Street Lights
- ☐ Sound Wall buffer Landscaping
- ☐ Trail Maintenance
- ☐ Trail Amenity Maintenance:
  - \_\_\_ Benches
  - \_\_\_ Trash Receptacles
  - \_\_\_ Drinking Fountain(s)
  - \_\_\_ Low Voltage Lighting
  - \_\_\_ Safety Fencing
  - \_\_\_ Bollards
  - \_\_\_ Signage

This request and the required data may be submitted for review at any time. The annexation fee will not be accepted at this time. The request package will be held for review for up to 7 working days at which time it will be accepted for processing or returned for completion of data or processes that will affect the annexation process. If accepted for processing, the annexation fee is due prior to any further processing.

**I UNDERSTAND THAT, FOLLOWING ACCEPTANCE FOR PROCESSING, ANY  
CHANGE TO THE AMOUNTS OR TYPES OF FEATURES WILL CAUSE DELAYS AND  
WILL REQUIRE ADDITIONAL PROCESSING CHARGES.**

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_

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**ACCEPTED FOR REVIEW**

Signature \_\_\_\_\_ Date \_\_\_\_\_

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**ACCEPTED FOR PROCESSING**

Signature \_\_\_\_\_ Date \_\_\_\_\_